CA-PMM

Project Name: Information Technology Modernization

OCIO Project #: 2740-180
Department: Motor Vehicles
Revision Date: 5/5/09

Status Report

Progress Report -- Team Member to Project Manager

Current Task Summary

Task or Deliverable	Scheduled Completion Date	Actual Completion Date	Issues?

Accomplished this week

Planned/Scheduled Completion in Next Two Weeks

Status Summary	Yes/No	Explanation
Will all assigned tasks be accomplished by their due date?		
Are there any planned tasks that won't be completed?		

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Are there problems which affect your ability to accomplish assigned tasks?		
Do you plan to take time off that is not currently scheduled?		

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Status of Assigned Issues

Issue Number	Description	Due Date	Status

Status Report – Project Manager to Sponsor

Current Status Report

Questions	Yes/No	Cause	Impact	Action Required
1. Were recent milestones completed on schedule?	No	No milestones due in April 2009	N/A	N/A
2. Were any key milestones or deliverables rescheduled?	No	N/A	N/A	N/A
3. Was work done that was not planned?	No	N/A	N/A	N/A
4. Were there any changes to scope?	No	N/A	N/A	N/A
5. Were tasks added that were not originally estimated?	Yes	Additional detailed activities added.	No end dates are impacted.	N/A
6. Were any tasks or milestones removed?	No	N/A	N/A	N/A
7. Were any scheduled tasks not started?	No	N/A	N/A	N/A
8. Are there any new major issues?	No	N/A	N/A	N/A
9. Are there any staffing problems?	No	N/A	N/A	N/A

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Look Ahead View

Questions	Yes/No	Impact	Action Required
1. Will upcoming critical path milestones or deliverables be delayed?	Yes	No end date impact.	Change Request pending for date change of deliverables.
2. Do any key milestones or deliverables need to be rescheduled?	Yes	No end date impact.	Change Request pending for date change of deliverables.
3. Is there any unplanned work that needs to be done?	No	N/A	N/A
4. Are there any expected or recommended changes to scope?	Yes	The Business Readiness Team is receiving potential scope enhancement requests from the business areas.	The requests will be vetted and Change requests will be submitted, if appropriate, as the project progresses.
5. Are there any tasks not originally estimated that will need to be added?	No	N/A	N/A
6. Are there any tasks or milestones that should be removed from the plan?	No	N/A	N/A
7. Are there any scheduled tasks whose start will likely be delayed?	No	N/A	N/A
8. Are any major new issues foreseeable?	No	N/A	N/A
9. Are any staffing problems anticipated?	No	N/A	N/A

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Current Status and Accomplishments:
Describe deliverables completed and milestones met during **this reporting period.**
No major deliverables were scheduled during this reporting period. The Dept. of Motor Vehicles Automation sub-project is working on the architectural framework and user interfaces (screens). The Real Time Control sub-project has build and unit test activities underway. The Transaction Logic Task effort is defining an execution strategy.

Project Milestones:
List key milestones and their dates from the project schedule.

Milestone	Target Date	Forecast Date	Status	Cause & Impact to Implementation Date	Date Completed
Data Record Migration (AMIS to DB2)	4/15/10	4/15/10	On track	N/A	N/A
Department of Motor Vehicles Automation Replacement	2/17/12	2/17/12	On track	N/A	N/A
Real Time Control to CICS	2/10/12	2/10/12	On track	N/A	N/A
Transaction Logic Tasks	5/24/13	5/24/13	Not started	N/A	N/A

Variances
Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance".

	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule	X			N/A
Milestones	X			N/A
Deliverables	X			N/A
Resources	X			N/A
Onetime Cost	X			N/A

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Continuing Cost	X			N/A

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Status Reports – Sponsor to Steering Committee

Summary Milestones and Highlights

Project Milestones:
List key milestones and their dates from the project schedule. Explain in issues section if a milestone's status is behind.

Milestone	Target Date	Forecast Date	Status	If Delayed, Impact to Implementation Date	Date Completed
Data Record Migration (AMIS to DB2)	4/15/10	4/15/10	On track	N/A	N/A
Department of Motor Vehicles Automation Replacement	2/17/12	2/17/12	On track	N/A	N/A
Real Time Control to CICS	2/10/12	2/10/12	On track	N/A	N/A
Transaction Logic Tasks	5/24/13	5/24/13	Not started	N/A	N/A

Variances
Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance".
* *Priority of schedule, scope, budget, and quality from Final Ranking established in the Priority Analysis*

	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule	X			N/A
Milestones	X			N/A
Deliverables	X			N/A
Resources	X			N/A
One Time Cost	X			N/A
Continuing Cost	X			N/A

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Monitoring Vital Signs Scorecard

Vital Sign	Variance	Value	Your Score
1. Customer Buy-In	High Degree of Buy-In	0	0
	Medium Degree of Buy-In	1	
	Low Degree of Buy-In	2	
2. Technology Viability	Strong Viability	0	0
	Medium Viability	1	
	Weak Viability	2	
3. Status of the Critical Path (delay)	<5%	0	0
	5% to 10%	1	
	>10%	2	
4. Cost-to-Date vs. Estimated Cost-to-Date (higher)	<5%	0	0
	5% to 10%	1	
	>10%	2	
5. High-Probability, High-Impact Risks	0 to 3	0	0
	4 to 6	1	
	>6	2	
6. Unresolved Issues (on time resolution)	On time	0	0
	Late with no impact	1	
	Late impacting the critical path	2	
7. Sponsorship Commitment	Fully engaged	0	0
	Partially engaged	1	
	Inadequate engagement	2	
8. Strategy Alignment	Strong alignment	0	0
	Partial alignment	1	
	Weak or no alignment	2	
9. Value-to-Business	Strong	0	0
	Medium	1	
	Weak	2	

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10. Vendor Viability (provide rationale for the rating in the field following the scorecard)	Strong	0	**0**
	Medium	1	
	Weak	2	
11. Milestone Hit Rate (rate of achievement as planned)	>90% on time	0	**0**
	80-90% on time	1	
	<80% on time	2	
12. Deliverable Hit Rate (rate of production as planned)	>90% on time	0	**0**
	80-90% on time	1	
	<80% on time	2	
13. Actual vs. Planned Resources	>90% assigned and available	0	**0**
	80-90% assigned and available	1	
	<80% assigned and available	2	
14. Overtime Utilization (% of effort that is overtime)	<15%	0	**0**
	15-25%	1	
	>25%	2	
15. Team Effectiveness	Highly Effective	0	**0**
	Moderately Effective	1	
	Ineffective	2	
		Total	**0**

Green = 0 - 8
Yellow = 9 - 19
Red = 20+

Vendor Viability Rating Rationale

Electronic Data Systems (EDS) continues to add additional resources and meet both project schedule and deliverable targets. EDS brings extensive project management skills, technology experience, and is a financially sound division of Hewlett Packard. EDS/HP Executive leadership has proven to be committed to the DMV Information Technology Modernization effort and meets regularly with the project Sponsor.